

CONTRA COSTA COLLEGE
Management Council Minutes

Date: Thursday, March 23, 2017
Time: 2:00 – 4:00 p.m.
Location: Fireside Hall
Present: Susan Lee, Kelly Schelin, Jason Berner, Brandy Howard, Michael Peterson (taking notes), George Mills, Evan Decker, James Eyestone, Nick Dimitri, Mariles Magalong, Catherine Frost, Darlene Poe, Mayra Padilla, Sue Abe, Lt. Tom Holt, Bruce King, Mojdeh Mehdizadeh

ITEM	DISCUSSION	ACTION ITEMS
1. Review of February 23, 2017 Minutes	Minutes were reviewed.	No action.
2. Workforce and Economic Development – Update (20 min. presentation / 10 min. discussion and Q&A)	<p>Kelly Schelin presented on her department and outlined the 12 funding streams it receives to oversee the college’s CTE programs.</p> <p>She also covered how the new Strong Workforce grant would impact the college’s CTE and academic programs.</p>	No action.
3. DGC Policy Update	<p>Catherine detailed revised policies on;</p> <ul style="list-style-type: none"> • BP 2045: Tobacco Free Institution. This policy provides for no smoking on any part of campus. • BP 2058 Service and Other Animals 	Managers to review e-mail that Catherine sent on 3/23 re: the policies and offer any suggested edits.
4. Staff Appreciation Day – May 17, 2017	<p>Mojdeh informed Management Council that both Faculty and Classified staff had voted in favor of a May 17th date for Staff Appreciation day.</p> <p><u>Event details:</u></p> <ul style="list-style-type: none"> • May 17th • 1:00 – 3:00 p.m. 	<p>Budget and CTE committees asked to reschedule their meetings for that afternoon.</p> <p>-Sara Marcellino to contact managers to solicit “give aways” for the staff.</p>

5. Equity Projects Updates (standing)	<p>Mayra Padilla reported on the following:</p> <ul style="list-style-type: none"> • Updated application form for programs wishing to be funded • Jason Berner is updating a form for programs applying for unspoken-for equity funds, along with a rubric for disbursement. 	
6. Negotiations Updates (standing)	<p>Mojdeh reported on negotiations for United Faculty and Local One.</p>	
7. Facilities Update (standing)	<p>Mariles Magalong reported on three projects:</p> <ol style="list-style-type: none"> 1. AA Building renovations, both first and second floor. Nursing, Middle College, Gateway to College space assignments. FF&E selections are being determined by same firm from the New College Center project. 2. PE: The Stakeholder Group provided feedback to architects. Architects shared design and received approval from Executive Steering Committee. 3. Science Building: Architects are being interviewed the week of 13 April. 	
8. Budget Update (standing)	<p>Mariles reported:</p> <ul style="list-style-type: none"> • Nick Dimitri and Jason Berner are management representatives on the Budget Committee. • Budget rollovers will be in place for 17-18. <p>A conversation was had about ensuring the agreed-upon process for budget allocation to sync with to Program Review and the annual report process.</p>	

<p>9. Other Items?</p>	<p>Mariles: Managers to all inspect Archives room to determine what is theirs. Tour schedule TBD:</p> <p>Mojdeh:</p> <ul style="list-style-type: none"> • March 29th Richmond Chamber of Commerce event on campus next week • April 22: Super Saturday • April 23: Culinary Food and Wine • April 26: KQED “Forum” taping on campus. 	<p>Managers to contact Dennis Franco to volunteer for Super Saturday.</p>
<p>10. Next Meeting: April 27, 2017</p>		